

REQUEST FOR CHANGES TO THE STATE ADMINISTRATIVE MANUAL (SAM)

Agency Code: 083

Department: Administration

Division (if applicable): Purchasing Division

Appointing authority: Greg Smith

Agency contact (name, phone and e-mail): Kimberlee Tarter, 775-687-0196,
ktarter@admin.nv.gov

1. Reason/purpose for requested change:

To clarify the contracting process for agencies seeking to contract with either current and former State employees.

2. Existing and recommended language in SAM (*blue bold italics*) is new language being proposed and ~~red strikethrough~~ is deleted language being proposed).

The contracting process for a department, division or agency of the State that intends to contract with a current or former State employee is a two-step process. The proposed relationship between the State and a current or former employee must be documented using the forms prescribed in this section and submitted to BOE for consideration. Subject to approval of the relationship by the BOE, the agency may then execute the contract and in accordance with current contract policy submit it to the BOE.

3. Explain how the recommended change(s) will benefit agencies or create consistencies or efficiencies, etc. (provide examples if applicable):

The changes will help agencies comply with the requirements of NRS 284.1729 (Assembly Bill 240), and when contracting with current and former State employees.

4. Will recommended change have a fiscal impact (if yes, explain):

No.

5. Proposed effective date: Upon approval

BOARD OF EXAMINERS APPROVAL DATE: _____

(for BOE use only)